



# CITY OF ATLANTA

## Job Announcement

### CUSTODIAN (D)\*

**STARTING SALARY: \$23,531**

**Salary Grade: 7**

**Applications Accepted From: April 18, 2005 until April 29, 2005**

#### **Requirements**

Persons applying must have a high school diploma or a GED and six months of experience in a custodial field; or an equivalent combination of education, training and experience.

#### **Duties of the Job:**

This employee cleans and performs routine building and grounds maintenance; picks up all trash and equipment; empties and cleans ashtrays; moves furniture; sweeps, mops, scrubs, waxes and polishes floors in lobbies, corridors, stairways, lounges, rest rooms and offices; strips and rewaxes all floors; shampoos and vacuums rugs and carpets; washes walls, windows, woodwork; cleans and disinfects rest rooms; replenishes bathroom supplies including paper towels, toilet paper and soap; performs general grounds maintenance including mowing lawns, trimming and edging around walks, flower beds and walls, and pruning shrubs; rakes, blows and bags leaves; ensures the building grounds are regularly policed and groomed; inventories supplies and equipment; performs related duties as required.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Bureau of Personnel Administration, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30335-0306.

Phone: (404) 330-6369

[www.atlantaga.gov](http://www.atlantaga.gov)

FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS WHOSE QUALIFICATIONS THEY DEEM MOST COMMENSURATE WITH THE POSITION WITHIN 30 DAYS OF THE EXPIRATION OF THIS BULLETIN. NO OTHER COMMUNICATION WILL BE SENT REGARDING THE STATUS OF YOUR APPLICATION.

**The Examination For This Job Will Consist Of An Evaluation Of Applicant Training And Experience.**

\*There is a salary differential for shift work.